

**House Committee on Appropriations**  
**Subcommittee on Military Construction, Veterans Affairs, and Related Agencies**  
**Notice of the FY 2022 Public Witness Testimony for the Record**

The Subcommittee on Military Construction, Veterans Affairs, and Related Agencies will be accepting written testimony from those who wish to provide input on the Fiscal Year 2022 Appropriations bill. While a public witnesses hearing will not be held at this time, testimony on programmatic issues under the jurisdiction of the Subcommittee will be accepted and printed in the public record.

**Guidelines**

Testimony must conform to the following guidelines or it will not be printed in the record.

**Deadline:**

- The deadline for e-mailing testimony to the Subcommittee on Military Construction, Veterans Affairs, and Related Agencies is **June 4, 2021 by 6:00pm Eastern time.**

**Delivery Instructions:**

- Please e-mail your testimony to [MC.Approp@mail.house.gov](mailto:MC.Approp@mail.house.gov);
- Please include in the subject line: FY22 Written Public Testimony for the Record;
- Do not send testimony via fax or mail. Only electronic submissions will be accepted;
- Please include your contact information in the body of the e-mail along with subject matter of testimony; and
- Please include a signed copy of the Truth in Testimony form (see instructions below).

**Format:**

- PDF files are preferred;
- Include the witness name, title, and institutional affiliation (if any) at the top of the first page;
- Clearly identify the agency, program, and funding level in the first paragraph;
- Testimony cannot exceed five pages, single-sided;
- Testimony must be double-spaced on 8.5 by 11 inch paper;
- Testimony must have one-inch margins with a 12 point font;
- Do not include color or detailed photos as the hearing volume will be photographically reproduced. However, the use of charts and tables and the use of appropriate bold type and bullets are acceptable, as long as they are within the five-page maximum length; and
- To protect your privacy, do not include the following information in the written testimony (you may include this information in the body of the email separate from the written testimony):
  - Personal Address;
  - Phone Numbers; and
  - Signatures.

**Witness Disclosure Form:**

- Find the Truth in Testimony form here:  
<https://appropriations.house.gov/sites/democrats.appropriations.house.gov/files/Truth%20in%20Testimony%20Form.pdf>
- The Subcommittee requires Truth in Testimony disclosure forms to accompany all written testimony submissions;
- Save the form to your computer, open in Adobe Acrobat Reader or a similar PDF reader, complete all applicable fields, save form, and submit with written testimony;
- Leave the 'Hearing Date' field blank; and
- Under 'Hearing Title' please write "FY22 Public Witness Written Testimony."

Thank you for your interest in the activities of the Subcommittee on Military Construction, Veterans Affairs, and Related Agencies. If you have questions, please contact the Subcommittee at [MC.Approp@mail.house.gov](mailto:MC.Approp@mail.house.gov).